LEISURE CENTRE TASK GROUP – 8TH OCTOBER 2013

A meeting of the Leisure Centre Task Group will be held at 5.30pm on Tuesday 8th October 2013 in the Seminar Room at the Town Hall, Rugby.

Councillor I Mistry
Chairman

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Minutes
   To confirm the minutes of the meeting held on 4th July 2013.

2. Apologies
   To receive apologies for absence from the meeting.

3. Declarations of Interest
   To receive declarations of:
   
   (a) non-pecuniary interests as defined by the Council’s Code of Conduct for Councillors;
   
   (b) pecuniary interests as defined by the Council’s Code of Conduct for Councillors; and
   
   (c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

Note: Members are reminded that they should declare the existence and nature of their non-pecuniary interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest the Member must withdraw from the room unless one of the exceptions applies.

Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.
4. Update on opening and present operation of the leisure centre.
5. Phase 2 construction update.
7. Official opening.
9. Review of the work of the task group – separate background paper attached.
10. Future monitoring arrangements.

PART 2 – EXEMPT INFORMATION
There is no business involving exempt information.

Note: A briefing paper for the meeting is attached.

Any additional papers for this meeting can be accessed via the website.

Membership of the Task Group:
Councillors Mistry (Chairman), Mrs Bragg, Dodd, Mrs Parker, Roberts and Roodhouse.

If you have any general queries with regard to this agenda please contact Claire Waleczek, Democratic and Scrutiny Services Officer (Team Leader) (01788 533524 or e-mail claire.waleczek@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.

If you wish to attend the meeting and have any special requirements for access please contact the Democratic and Scrutiny Services Officer named above.
Introduction

This paper presents an update on the current position regarding the development and operation of The Queen’s Diamond Jubilee Centre. This will be the final task group meeting as the project reaches conclusion. The task group first met in January 2009 and at this meeting there will be a review and celebration of what the group has achieved over the past four years.

Opening

The Queen’s Diamond Jubilee Centre opened to the public on August 30th. Practical completion took place on August 29th. Over 4500 people visited the centre during the opening weekend and the council had very favourable press coverage.

Members of the task group and Cabinet visited the centre on August 28th before the centre opened to the public.

Construction update

We are now in phase 2 of the project which will see the completion of the car park and re-establishment of footpaths and entrance to the track. When the new car park is open the temporary car park will be restored to grass. It is anticipated that this will be finished by the beginning of November.

At practical completion there was a snagging list which Shepherd Construction will complete.

Performance of the new centre during the first month of operation

The task group will receive an update on the operation of the centre including the throughput numbers and membership take up. There will also be a review of customer comments and how GLL are dealing with them.

Budget

There will be an update to the group on the final financial position.

Official Opening

The centre will be officially opened on December 4th. The group will have the opportunity to input into the format of this event. GLL will be co-ordinating the opening.
LEISURE CENTRE TASK GROUP

8 October 2013

Review of the work of the task group

1. Introduction

The cross-party member task group has worked alongside officers prior to and throughout the new leisure centre project, and has played an important role in championing the new build, providing challenge and accountability to those delivering the project, and facilitating smooth decision-making through the council’s democratic processes at critical moments. The group has also given a voice to the public, ensuring officers and contractors have considered the concerns and interests of local residents and particular user groups throughout.

As the project and the work of the task group draws to a close, there is value in reviewing the role of the group with a view to sharing learning in-house to inform future capital projects, as well as sharing good practice externally.

Outlined below is a record of the work of the task group since its formation in 2008.

2. Role and work of the task group

In August 2008, the Overview and Scrutiny Management Board (OSMB) took a decision to form a cross-cutting task group to look at the future of the Ken Marriott Leisure Centre (KMLC), to consider both service provision and issues relating to property ownership and management. The context for this was the impending end of the management contract in March 2010.

The Corporate Performance Committee drew up a one page strategy which outlined the purpose of the review, to look at the short to medium-term future of the existing leisure centre and to make recommendations regarding the management of the centre from April 2010. The committee’s intention was that a second task group would be formed to look at the longer-term provision of leisure facilities to meet the diverse needs of the people of Rugby. In discussion it became apparent that these two aspects could not be considered in isolation from each other and so they both became the responsibility of the one task group.

Following an initial briefing meeting in January 2009, the task group received a report from CBRE in March 2009 on the future leisure requirements for the borough, covering their initial assessment of need analysis and facility mix. The group also
received a report on the physical condition of the KMLC building, which was followed by a visit to the centre to view the facilities. In addition, statistics regarding the usage of the centre were presented to members. The task group supported the proposed extension of the DC Leisure contract at the time, and a three year extension to the contract was negotiated with effect from 1 April 2010.

In May 2009, the task group supported a report to Cabinet requesting funding to progress with an options appraisal and business case. This was to consider repair, refurbishment and rebuild options. In September 2009 the group commented on and approved the consultants’ brief for the options appraisal.

In February 2010 the task group and officer project group members undertook a visit to Cherwell District Council to see the new and refurbished leisure centres that had recently been completed there.

In May 2010 the task group received a presentation from Nortoft Partnerships on the second part of the options appraisal, building on previous scoping work. This included findings from consultation on the recommended facility mix with focus groups and key stakeholders. Targeted consultation with specific user groups was also undertaken at the request of the task group. The task group recommended ‘soft market’ testing of two refurbishment options presented by Nortoft.

In October 2010 Nortoft presented their findings to the task group, which included reconsideration of a new build option, based on significant reductions in construction costs since this had first been debated. On the basis of the evidence received, the task group resolved to support the submission of a report to Cabinet requesting a supplementary budget of up to £200,000 for procurement/tender costs for a ‘new build’ leisure centre.

During the subsequent period the task group’s role has been one of oversight. In April 2011 the task group was briefed by the project delivery team on the tender process and enabling works, and by the architects on the design process. This was followed by a meeting in May 2011 when concept drawings were presented to the task group. They were also briefed on proposals for the future management and operation of the new leisure centre.

Regular presentations were made to the group by the architect prior to the submission of the planning application, which was approved on 28 September 2011. The task group was also briefed on the public consultation and the issues that had been raised in consultation with user groups. In October 2011 the successful design and build contractor, Shepherd Construction, gave a presentation to the task group, introducing the company and outlining their project management arrangements.

The task group was fully appraised about the design and costing process prior to the reports to Council in February 2012 seeking final approval for the new build project and for the necessary budget provision. The task group was also appraised about
the proposal to establish a leisure trust, which was subsequently abandoned in favour of an operating and management contract.

Over the following 18 months, the task group received routine updates on the following matters:

- Risk management
- Budget
- Car parking arrangements
- Construction process (including several site visits)
- Transitional arrangements
- Operation of the new leisure centre (including TUPE arrangements)

In March 2013 the task group met with representatives of the new leisure centre operator, GLL, to learn about their plans for the facility and the transitional arrangements. At that meeting the group also received a presentation from Shepherd Construction on progress in the construction of the new centre. The group met again with the operator in July 2013 to learn about their activities during the transitional period and preparations for the public opening on 31 August 2013.

3. Outcomes

Members are invited to reflect on the work of the task group and to consider:
- how the task group has contributed to the new leisure centre project
- what has worked well in how the task group has operated
- what lessons could be learnt for future projects.